



Board of Directors Meeting
 Tuesday, September 15, 2020, 9:00 a.m.
 Meeting conducted via the Zoom platform

Minutes

President Rathbun called the meeting to order at 9:00 a.m. and Mr. Freeman called roll. Due to the COVID-19 office closure, all participants were present remotely via the Zoom platform.

Directors:

Kirk Rathbun, President
 David McKenzie, Vice President
 Raman Venkata
 Gene Huffman
 Arland Ward

Staff Present:

Charles Freeman, District Manager
 Kipp Drummond, Comptroller/Treasurer
 Jason McShane, Engineering/Operations Manager
 Seth Defoe, Land and Water Resources Manager
 Lynda Rosenbaum, Real Property Manager
 Melissa Olheiser, Accounting Supervisor
 Ben Woodard, Assistant Engineering/Ops Manager
 Matt Berglund, Public Relations Coordinator
 Lori Gibson, Executive Assistant to Engineering
 Doris Rakowski, Executive Assistant

Other Persons Present:

John Crotty, Western Legal
 Two members of the public

APPROVAL OF AGENDA: Vice President McKenzie moved to approve the agenda. Director Venkata seconded the motion. All present voted in favor and the motion carried.

CONSENT AGENDA: Vice President McKenzie moved to approve the consent agenda. Director Venkata seconded the motion. All present voted in favor. The motion carried.

Items on the consent agenda were:

1. Minutes, KID Board Meeting, September 1, 2020
2. Final Plat, The Reserve at Summerview Terrace, Ph. 2
3. Short Plat 2020-012 – Rybarski – Wet
4. Vouchers/Warrant Approval

Accounts Payable:

Numbers:

	81218	through	81218	\$	10,217.31
	81219	through	81219	\$	142.50
	81220	through	81264	\$	105,015.26
Bank Drafts	FSA			\$	3,388.16
Bank Drafts	General			\$	2,206.55
Bank Drafts	AP			\$	89,559.90
Total Accounts Payable				\$	210,529.68

Payroll:

Numbers:

	-	through	-	\$	-
Direct Deposit		9/4/2020		\$	127,055.15
Total Payroll				\$	127,055.15
Total Disbursements				\$	337,584.83

Voided Checks: None.

PRESENTATIONS:

Financial Reports, August 2020: Mr. Drummond presented highlights of report pages including:

- Balance Sheet, as of August 31, 2020
- Balance Sheet – Comparative, as of August 31, 2020 and 2019
- Statement of Revenues & Expenditures - Budget to Actual, Period ending August 31, 2020
- Fund Balance, as of August 31, 2020

Vice President McKenzie moved to approve the Financial Statements for the period ending August 31, 2020. Director Venkata seconded the motion. All present voted in favor and the motion carried.

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS: None

RESOLUTIONS:

Resolution 2020-29, Clarification of Surcharges in Service Areas: Mr. McShane presented the resolution to clarify how surcharges for transmission service areas were charged. Properties provided direct service from KID-owned infrastructure, or within the Southridge or Clodfelter service areas, or where transmission facilities needed to provide direct service were within the current Capital Improvement Program (CIP) would be granted a credit for one Equivalent Irrigation Unit (EIU) transmission surcharge. New service connections would be charged for any additional EIUs created through the new service connection.

Mr. McShane said the D4 33.8 Transmission Surcharge Area was an example of construction of a new distribution network requiring transmission facilities to be constructed which were outside the then current CIP, and because of that needed advancement of funds to construct those facilities. He differentiated the transmission surcharge from the distribution surcharge, as in the Martin Meadows service area, where distribution facilities were constructed and surcharges for that distribution system were separate from the transmission surcharge clarified in the resolution.

Vice President McKenzie moved to approve Resolution 2020-29 Clarification of Surcharges in Service Areas. Director Ward seconded the motion. All present voted in favor and the motion carried.

Resolution 2020-30, Sole Source Contract to Purchase SePRO Integrated Aquatic Weed Control Program: Mr. McShane presented the request for a sole source purchase of SePRO's "New Standard" treatment program, which had been successfully used in the District's aquatic vegetation control program. The products were only available directly from SePRO. He noted that SePRO had a warranty program that would provide additional other chemicals, should the treatment program not be successful. The total program cost for 2021 would be \$128,801.68, plus tax and shipping.

In response to a question from President Rathbun, Mr. McShane displayed sections of the purchase contract and spoke about specific chemicals and their uses.

Mr. Drummond spoke about the State Auditor's interest in reviewing sole source purchases and said KID had not had problems with this type of purchasing.

Vice President McKenzie moved to approve Resolution 2020-30 Authorization to Waive Competitive Bidding and Award a Sole Source Contract to Purchase SePRO Integrated

Aquatic Weed Control Program; Pursuant to RCW 87.033.435(3)(c), and authorize Charles Freeman to execute the Integrated Aquatic Weed Control Agreement. Director Venkata seconded the motion. All present voted in favor and the motion carried.

STAFF REPORTS:

Finance Manager: Mr. Drummond reported regarding the transition to a new timecard system.

Engineering/Operations Manager: Mr. McShane reported regarding:

- Water right activities
- Work slow-down due to hazardous air quality from smoke. Discussion ensued.

Activity scheduling was discussed briefly.

Land & Water Resources Manager: Mr. Defoe reported regarding water supply with one month left in the irrigation season:

- Yakima system went of annual “Flip Flop” to protect upper Yakima spawning grounds
- 100% water supply (as reported by usbr.gov Yakima River Five Reservoir Diagram, and Water Year Graph)
- Warmer and wetter temperature and precipitation outlook (as reported by noaa.gov One-Month and Three-Month Outlook maps)
- La Niña Watch (as reported by noaa.gov ENSO Diagnostic Discussion)

In response to questions from Director Venkata, discussion ensued regarding the Water Year Graph, and potential impacts of the wildfire on the climate, related to snow pack and water supply.

Mr. Defoe also reported regarding:

- Title transfer
- WSWRA meeting via Zoom – September 16, 2020
- YRBWEP Workgroup Meeting via Webex – September 17, 2020

District Manager: Mr. Freeman reported regarding:

- Lower River Leadership Group meeting via Microsoft Teams – September 15, 2020
- Work with consultant regarding ground water well consolidation and development
- Lorayne J project progress

WORKSHOP: None

EXECUTIVE SESSION: None

Director Huffman moved to adjourn at 9:48 a.m. Director Ward seconded the motion. All present voted in favor and the motion carried.

Attest:

Witness:



Kirk Rathbun, President
Minutes approved October 6, 2020



Charles Freeman, Board Secretary

Prepared by Doris Rakowski